

tyre management policy

Dual Seal Glass Limited recognise that it needs to efficiently manage its tyre consumption to reduce the impact of our fleet's operations on the local and global environment. The purpose of this policy is to ensure we are achieving a high standard of road worthiness in respect of tyre condition, that all transport staff exercise consideration to the business, the communities we operate in and the environment by working to reduce tyre usage. This policy applies to all transport and maintenance staff as part of both the Health & Safety Policy and Environment Policy and aims to achieve its purpose by considering and continuously improving all aspects of the fleet operation that relate to tyre condition and usage. This company takes all reasonable steps to prevent serious incidents occurring. Several control measures have been identified and are communicated as part of this policy. The company expects these measures to be adhered to and will take appropriate action against staff who fail to do so.

The key objectives of the Tyre Management Policy are to:

- Promote a culture of safety and exercise a 'duty of care'.
- Ensure the company procures tyres in the most efficient and financially viable manner.
- Ensure all vehicles tyres are maintained to the appropriate level required by the law.
- Ensure that the correct disposal of tyres in a manner that has the least impact on the environment is conducted by our suppliers.
- Avoid financial and reputational risks.
- Maintain the company's accreditations for safety..

The risks identified and measures to reduce them will be monitored and reviewed periodically to ensure maximum effectiveness.

Senior management is to:

- Publish the Tyre Management Policy and ensure it is effectively communicated to all staff.
- Ensure company vehicles used in connection with our business are fit and serviceable for the public highway.
- Provide professionally trained staff/contractors to carry out tyre pressure checks and replacement of defective tyres and undertake their responsibilities under the Health and Safety Legislation.
- Ensure the company procures tyres in the safest, most efficient and financially viable manner.
- Continuously review environmentally friendly tyre disposal solutions and apply where suitable.
- Ensure that management and supervisory staff are resourced, trained and empowered to ensure the duties outlined in this policy are adhered to.
- Ensure the company's Health and Safety obligations are met.

Tyre Champion/Transport Management:

- They are conversant with all procedures and documentation referred to in this policy and that the policy is fully implemented.
- That all drivers are aware of their duties and responsibilities under this policy.
- Take appropriate action if any driver falls short of their duties and responsibilities under this policy.
- Tread wear is limited by ensuring correct tyre choice for application, removing mismatches and ensuring correct wheel alignment.
- Ensure that all tyre pressures and conditions are kept in accordance with Road Traffic law and the manufacturer's instructions.
- Ensure all drivers are trained to complete comprehensive tyre checks to ensure roadworthiness.

Driving staff must ensure that they:

- Complete pre-use and continuous inspections and ensure that any defects found are recorded.
- Ensure that a vehicle is not taken on to the road that is not roadworthy and/or compliant with the law.
- Abide by H&S regulations and not attempt to change defective tyres or check tyre pressures.

Failure to comply with this policy may result in a breach of environmental law and the relevant enforcement agency taking direct action against the Company. Where driver actions constitute a breach of this policy, disciplinary warnings will be taken by the Company against the driver. The Managing Director, who has overall responsibility for this policy, will ensure the provision of adequate resources for its implementation and will regularly assess the continuing improvement of our Fleet's capabilities, performance and reduction of environmental risk through the Transport Management structure. This policy will be brought to the attention of all employees and subcontractors working on behalf of the Company and reviewed at least annually.

Signed: *N-D. Meredith* Date: 23/07/2021

Position: Managing Director

